

Barrett Paradise Friendly Library Trustee Meeting

November 27, 2023

Meeting held in the Weiler Family Community Room with a hybrid option

In Attendance: Lisa Flanagan, President; Julie Wynne, Vice President; Deb Boyle, Treasurer; Cindy Cook, Treasurer. Trustees: Brette Fulton, Richard Leist, Julie Niering, Darryl Speicher, Mike Stein. Mary Ann Lewis, Library Director.

Minutes from the October 2023 meeting were reviewed. Darryl Speicher made a motion to accept the minutes, Mike Stein second, all were in favor with Deb Boyle and Julie Niering abstaining due to being absent from the October meeting.

Treasurer's Report- Deb Boyle reviewed the balance sheet and noted the cash balance continues to stay strong. There is approximately \$163,000 in cash with \$87,000 of that being unrestricted. The investments reflect \$466,000 which has grown by \$82,000 since last year. \$75,000 of the growth is CD's that were opened. The Profit and Loss statement shows direct public support has exceeded the budgeted amount by \$10,000. This is partly due to memorials and bequests that the library received this year.

Grant income as well as fundraising income is just about on target. The most notable expenses are equipment purchases which are the geothermal units. The library's income over expense is approximately \$34,000. Mike Stein made a motion to file the Treasurer's Report for audit.

2024 Budget- Discussion took place about the process of preparing the budget. The 2024 Budget is \$1500.00 income over expense. Discussion took place about planned giving. Discussion also took place about the operations budget vs the capital budget. Discussion took place about staff salaries and cost of living increases. The total salary increase over last year is more than 5%.

Lisa Flanagan made a motion to accept the budget as presented. Mike Stein second and all were in favor. Mary Ann Lewis stated she would like to give staff end-of-the-year bonuses not to exceed a total of \$3000.00 for all.

Lisa Flanagan made a motion to enter executive session at 6:28p.m. to discuss personnel matters. Deb Boyle second and all were in favor. Deb Boyle made a motion to end the executive session at 6:38 p.m. Lisa Flanagan second and all were in favor.

The regular meeting was reconvened.

Library Director's Report- There was an increase in visitors in October. The programs were also very well attended. The plan for state aid has been submitted and the 12% waiver has been approved. Circulation is typical for this time of the year however digital circulation has really increased. A new item will be available for circulation for children. Launchpads are tablets pre-loaded with educational games. Twenty (20) are available and they can be checked out for a two (2) week period. Programs are going very well; pumpkin painting was a big hit. Chelsea and Jen participated in Skytop's trunk or treat. Discussion took place about how fine free is going as well as the status of large print books.

Building Report- The stone base for the new book drop is complete. The UV light has been installed for the kitchen and bathroom sinks. The outside faucet has been repaired and the septic was pumped.

Fundraising- The Friends Letter has brought in \$15,763 with 204 donors. The Basket Raffle is off to a very good start.

Grants- Carol Hillestad and Mary Ann Lewis are working on a letter for the Hommer Foundation Grant.

Nomination Committee- Lisa Flanagan thanked Deb Boyle for all her service to the Library. Brette Fulton made a motion to appoint Maureen Siglin, Nancy Lewis and Judy Jabara to the Library Board of Trustees for 2024. Julie Wynne second and all were in favor. Brette Fulton made a motion to accept the Slate of Officers for 2024 as follows: Mike Stein, President; Julie Wynne, Vice President; Richard Leist, Treasurer; Cindy Cook, Secretary. Lisa Flanagan second and all were in favor.

Other Business- Mike Stein made a motion to draft a letter of appreciation to Deb Boyle and Lisa Flangan. Richard Leist second and all were in favor.

Plaque- The Plaque is in the works. Scott from the plaque shop will come to measure the wall. Cindy Deluca will advise on research of the previous library directors.

The meeting was adjourned at 7:02 p.m. with Lisa Flangan making the motion and Deb Boyle second.

Next meeting to be held Monday January 22, 2024 at 5:30 p.m. at the library with a virtual option.